

EXHIBIT A – Task

1. INVENTORY OF EQUIPMENT AND SOFTWARE

Name of System: ETDPO Location Building 1298
 System and IT Security Administration Required: X Information Category: MSN BRT X SER ADM x PUB
 Hours of operation : 8am-5pm
 LaRC Line Manager Org. Code A4 Point of Contact

ETDPO Load:

Operating system

Microsoft Office XP for PC and X.4 for Mac

Eudora

Internet Explorer

Meeting Maker

Adobe Acrobat

Retrospect Client

Adobe Photoshop

1 ECN	2 Description	3 HM	4 SSA	5 System Software	6 SSM	7 Applications Software	8 AM	9 Database Software	10 DBA
3023560	Printer	x	x						
Not tagged	Printer	x	x						
3023495	Mac 17" Powerbook	x	x	Mac OSX	x	ETDPO Load	x		
2105963	PC Laptop	x	x	Windows XP	x	ETDPO Load	x		

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2098172	Printer	x	x						
3047112	Mac 17" Powerbook	x	x	Mac OSX		ETDPO Load	x		
2114536	Mac 15" Powerbook	x	x	Mac OSX		ETDPO Load	x		
3023578	Printer	x	x						
2106418	PC Laptop	x	x	Windows XP		ETDPO Load			
	Printer	x	x						
TBD		x	x			ETDPO Load	x		
TBD		x	x			ETDPO Load	x		
TBD		x	x			ETDPO Load	x		
TBD		x	x			ETDPO Load	x		
TBD		x	x			ETDPO Load	x		
TBD	Printer								
TBD	Preinter								

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ECN = Equipment Control Number

HM = Hardware Maintenance

SSA = System and IT Security Administration

SSM = System Software Management

AM = Applications Management

DBA = Database Administration

For column 4: Does not have to be checked if System and IT Security Administration is requested for the system as a whole.

Enter the security code to request for individual processors - but only if system and IT security administration for the system as a whole will not be provided by ConITS and the processor is administratively isolated from the rest of the system.

Enter "O" if another contractor (e.g. ODIN) will administer the individual processor. This precludes selecting HM and SSM.

For column 8: Enter 1 for COTS; 2 for non-COTS, not developed locally; 3 for software developed by or for LaRC.